

Ludlow Public Schools

Bring Your Own Device Pilot Information

Philosophy

The LPS technology department, with the support of district administrators, the district technology committee and in partnership with several LPS teachers, present for consideration, a pilot policy to explore student use of personal mobile devices in school to support academic classroom work. This pilot policy supports the district's commitment to providing all LPS students with the tools necessary to enhance 21st century skills. Classroom information technology holds great promise for helping educators improve student learning outcomes and reduce operational costs. Our expectation is to greatly enhance availability of filtered and monitored access to information and communications technologies to support student learning and achievement. It is our belief that access to technology for creation, collaboration, sharing, storage and independent inquiry is essential to preparing each student to be competitive in their future career path. Using a mobile device to access web 2.0 tools, conduct research, collaborate and share ideas will engage students in their own learning, encourage creative and critical thinking, differentiate instruction, and provide practice with responsible web citizenship under the guidance of teachers. "Simply being able to use technology is no longer enough. Today's students need to be able to use technology to analyze, learn, and explore. Digital age skills are vital for preparing students to work, live, and contribute to the social and civic fabric of their communities." (ISTE- NETS for Students)

General Guidelines

In conjunction with approval of this pilot policy, individual teachers will submit specific proposals for consideration. (The building principal, in collaboration with the LPS Director of Technology, will determine the proposals to be presented to the Superintendent and then to the School Committee.) Limitations of the supporting infrastructure in each building could dictate the feasibility and implementation of a teacher proposal. Under the supervision of building administrators and the pilot teachers, designated students would bring their own mobile devices (smartphone, tablet, laptop, netbook) to use in specific classes for the purpose of supporting teaching and learning.

- All teachers should take into consideration the compatibility of the learning tools they select given the mixture of platforms and devices that students will be utilizing.
- Use of devices to enhance learning in the classroom will be pursued when

deemed

appropriate at individual teacher discretion.

- Students will not be allowed to use these devices outside of designated classrooms.
- Use of the LPS wireless network for internet connection will be required, with no exceptions. Students are prohibited from accessing the internet using private 3G or 4G subscriptions through their own Internet Service Provider.
- Connecting a student device may not be successful if the technical specifications for wireless protocol are not met.
- The student may not use the personal device at school to record, transmit or post photos or videos of any person or persons to any non-academic site or personal social media. Voice, video, and image capture applications may only be used with prior teacher permission and for specific instructional purpose(s).
- The teacher or building administrator may request at any time that the student device be turned off and put away. Failure to do so may result in disciplinary action and revocation of access to the network.
- LPS will not be responsible for any damage or theft of a personal device that may occur during this pilot program. Students and parents who choose to allow their children to bring privately owned electronic devices on school property must assume total responsibility for these devices and be aware of all risks. If a student device is stolen, this must be reported to a building administrator immediately. In the unlikely event that a student device is lost, stolen or damaged, LPS is not responsible for any financial or data loss.
- LPS Technology Department will not be responsible to support, maintain (including charging), configure, repair or address access issues for any personal device (staff and student).
- Personal device will be charged prior to bringing it to school and be capable of running off its own battery while at school.
- No district owned academic or productivity software can be installed on student devices.
- Parents/Guardians and students will be required to sign a consent form indicating they understand and will comply with the pilot BYOD policy as well as the LPS Acceptable Use and Web Publishing Policies, BEFORE they bring a device to school.
- If a student device is used by a student to disrupt the educational environment, that student's privileges may be limited or revoked.
- Printing at school from the personal device is not allowed.
- The privately owned electronic device owner is the only person allowed to use the device.
- LPS will make every effort (contingent on building availability) to provide a device

or workstation to students who do not have access to a personal device, with the understanding that any portable school device will be used during school hours only. It will be the student's responsibility to pick up and return any portable device daily to a designated location in their building.

Teacher and Student Training

The LPS district recognizes the importance of providing training to both teachers and students to ensure fidelity to the intended learning outcome of this proposal. Therefore all teachers and students who are identified to participate in the pilot program will be required to participate in a training that will include but not be limited to: internet safety, responsible internet citizenship, evaluating internet information, overview of how to connect to the school network, appropriate use of the device in a classroom environment.

Additionally, teachers participating in this pilot program will be required to participate in a building-based study group that meets a minimum of 1x per month and is facilitated by the building principal to share ideas, assess progress and support Individual Teacher Learning Plans. The future expectation, should this proposal expand, would be for the pilot teachers to provide building-based instruction to demonstrate how mobile devices can be powerful educational tools that add value to, and encourage ownership of student learning.

Parent Information

An informational parent forum will be scheduled for those parents whose students will be participating in the pilot BYOD program. This will allow parents the opportunity to ask and receive answers to their questions and concerns. The time, date and location to be determined.

Technology use in the Ludlow Public School District is governed by federal laws including:

Children's Online Privacy Protection Act (COPPA)

COPPA applies to commercial companies and limits their ability to collect personal information from children under 13.

--COPPA – <http://www.ftc.gov/privacy/coppafaqs.shtml>

Family Educational Rights and Privacy Act (FERPA)

FERPA protects the privacy of student education records and gives parents the rights to review student records. Under FERPA, schools may disclose directory information, but parents may request the school not disclose this information. Parents are provided the opportunity annually to opt out of disclosing their student's directory information on the

District's Enrollment Form.

--FERPA – <http://www.ed.gov/policy/gen/guid/fpco/ferpa>

In addition, all policies of the Ludlow Public Schools would apply including the LPS Acceptable Use, Web Publishing and cyber-bullying policies. Students who do not abide by these terms and conditions may lose their opportunity to take part in the BYOD pilot and/or be subject to consequences appropriate to misuse. LPS reserves the right to examine a student device and search its contents if there is reason to believe that school division policies or local, state and/or federal laws have been violated.

Funding

Some costs will be inherent in instituting proposals brought forth by teachers for this pilot. These costs will include, but not be limited to: wireless networking equipment (other than Vets Park) and the possible purchase of supplemental devices. Some proposals may not be feasible due to the overriding costs. To ensure the compatibility of equipment with the LPS network and infrastructure, the building principal will consult with the Director of Technology prior to purchasing any equipment for this pilot. The building principals and the Director of Technology will work collaboratively to ensure that these costs can be absorbed by the existing budgets.

Measurable Outcomes

Due to the infancy and limited experiences of the BYOD model in school districts across the United States, limited research is available regarding measurable outcomes for student learning and achievement. Indications are that such a program does positively affect attendance, discipline, student engagement and allows for increased creativity, higher level thinking and differentiated learning styles. The LPS would anticipate that the aforementioned indicators would not only translate into improved test scores but would also support the preparation of our students for their chosen career path.

Duration

With School Committee approval we would anticipate this pilot beginning in April 2012 and continuing until the end of the 2011-12 school year in June. Each LPS building principal who has a teacher(s) participating in this BYOD pilot would be expected to submit, in writing, a general overview/evaluation of the program to the School Committee, Superintendent and Director of Technology by June 30, 2012. This would encompass the overall effectiveness, roadblocks, recommendations, concerns, etc. that the teachers, students, administrators encountered during this trial period. We acknowledge that this overview will be somewhat subjective, but would welcome the information as a tool for future discussions and decisions regarding the expansion and possible adoption of a permanent BYOD Program in the Ludlow Public Schools. This

information will be critical as Ludlow Public Schools moves forward with implementing the Technology Plan for making both Baird Middle School and Ludlow High School completely wireless and supporting our belief that 21st Century instruction is necessary for 21st Century Learning.